

LANGUAGE:	EN	
CATEGORY:	ORIGINAL	
FORM:	2	
VERSION:	R2.0.8.S02	
SENDER:	LOGIN:	GB009
CUSTOMER:	LOGIN:	DFID
	CLASS:	D
	ORGANISATION:	Department For International Development
	ATTENTION:	Fiona Pettigrew
E-mail:	TECHNICAL	support@proactis.com
E-mail:	CONTENT	ls-nagarajan@dfid.gov.uk
NO_DOC_EXT:	2015-000736	

CONTRACT NOTICE

SERVICES

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINTS(S):

Official Name: Department for International Development

Address: Abercrombie House, Eaglesham Road,

Attention: LS Nagarajan

Town: East Kilbride

Country: UK

Internet address(es):

General Address of the contracting authority: <http://www.dfid.gov.uk> Address Of the Buyer

Profile: <https://supplierportal.dfid.gov.uk/selfservice/>

Further information can be obtained at:

Specifications and additional documents (including documents for competitive dialogue and a dynamic and a dynamic purchasing system) can be obtained at:

Tenders or requests to participate must be sent to:

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES:

REGIONAL AUTHORITY

GENERAL PUBLIC SERVICES

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority:

Service Provider to to Manage the Civil Society Fund

II.1.2) Type of contract and location of works, place of delivery or of performance:

SERVICES

Main site or location of works: South Lanarkshire

NUTS code: UKM38

II.1.3) This notice involves

II.1.4) Information on framework agreement:

Duration of the framework agreement: Duration in year(s):

Justification for a framework agreement, the duration of which exceeds four years:

Estimated total value of purchases for the entire duration of the framework agreement:

II.1.5) Short description of the contract or purchases(s):

DFID seeks to contract a Service Provider (SP) to manage Civil Society Fund (£2mn to support communities within the region impacted by decisions made around transboundary river

management. The fund will work through NGOs and CSOs to reach these communities so as to improve the benefits they can derive, and to better manage the risks associated with these rivers. It will specifically support NGOs and CSOs to : • bring people and ideas together to frame and resolve the challenges they face by the decisions made on rivers at regional and national levels; • to share experiences and deepen knowledge of and experience in the types of innovations/approaches/methods that work best, i.e. how to best respond; • build capacity/ability to better address these challenges. The focus of the CSF will be to improve the lives of communities affected by decisions made regarding the governance and management of the Himalayan Rivers. Activities supported by the CSF will be more action focused, and whilst some research and learning activities may emerge, they will not be the primary focus. The CSF will pilot working with communities across five out of the seven SAWGP countries (Bangladesh, Bhutan, China, Nepal and India). The purpose is to establish effective management arrangements for the Civil Society Fund total of £2.9 million (with at least £2 million available for grants to NGOs). The objective is to commission a Fund Manager to manage the procurement, commissioning, administration, disbursement and monitoring of funds and results, through a series of onward grants to several international, regional or national NGOs, who will be selected through a competitive process to deliver the CSF objectives.

II.1.6) Common procurement vocabulary:

75211200

II.1.7) Contract covered by the Government Procurement Agreement (GPA):

YES

II.1.8) Division into lots:

NO

II.1.9) Variants will be accepted:

YES

II.2) QUANTITY OR SCOPE OF THE CONTRACT

II.2.1) Total quantity or scope:

As per ToR

II.2.2) Options:

The assignment is expected to start by mid-October 2015 and last until SAWGP's end date, which currently is December 2017. Ministerial approval for a time extension to December 2019 for the overall programme has been requested (and a response on this is likely after May 2015).

II.3) DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION:

Duration in months: 51 (From the award of contract).

SECTION III: LEGAL, ECONOMIC, FINANTIAL AND TECHNICAL INFORMATION

III.1) CONDITIONS RELATING TO THE CONTRACT

III.1.1) Deposits and guarantees required:

III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:

The contract will be governed by English Law. Prices are not required at the PQQ stage, however, when required, prices must be quoted in GBP. All payments for the contract will be made in GBP Sterling. DFID reserves the right to annul the process and not award the contract. The total budget for this assignment is £2.9 million, out of which at least £2 million is earmarked for the Civil Society Fund. A balance of up to £900,000 is earmarked towards the Fund Management Cost with a strong view to value for money. The Service Provider will be required to pre-finance the CSF of £2 million. As part of PQQ, Bidders will be assessed that they have the required financial capacity to do this. Bank guarantees may be required. This £900,000 is all inclusive (Fees, Expenses, Pre-Finance cost, any security cost arising out of fulfilling the Duty of Care responsibility, any tax implications etc.), up to the end of the project (December 2019). However, as extension to December 2019 remains subject to Ministerial approval at the time of publishing this notice (with the response on this expected by June 2015), 'two-tier' bids will be required. Bids will need to demonstrate how the project could be delivered if it was to be delivered to (i) December 2019 and (ii) how if the project end was to December 2017.. The same budget (£2.9mn) has to accommodate the shorter or the extended timeline, i.e. December 2017 or December 2019 end date.. The Fund Manager or its consortium partners will not be eligible to bid for the Civil Society Fund (£2 million) as this would present a case for conflict of interest.

III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded:

Joint and Several Liabilities.

III.1.4) Other particular conditions to which the performance of the contract is subject:

No

III.2) CONDITIONS FOR PARTICIPATION

III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:

Information and formalities necessary for evaluating if requirements are met:

III.2.2) Economic and financial capacity:

Information and formalities necessary for evaluating if requirements are met: Refer PQQ document.

Minimum level(s) of standards possibly required:

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met: Refer PQQ document.

Minimum level(s) of standards possibly required:

III.2.4) Reserved contracts:

III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS

III.3.1) Execution of the service is reserved to a particular profession:

No

III.3.2) Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service:

NO

SECTION IV: PROCEDURE

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure:

Restricted

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate:

Envisaged number of operators:

Minimum: 5

Maximum: 8

Objective criteria for choosing the limited number of candidates: Set out in the PQQ Supplier Instructions Document.

IV.1.3) Reduction of the number of operators during the negotiation or dialogue:

NO

IV.2) AWARD CRITERIA

IV.2.1) Award criteria:

The most economically advantageous tender in terms of criteria stated below:

1 :

Criteria: Quality of Personnel

Weighting: 35

2 :

Criteria: Methodology

Weighting: 30

3 :

Criteria: Commercial

Weighting: 25

4 :

Criteria: Value for Money

Weighting: 10

IV.2.2) An electronic auction will be used:

No

IV.3) ADMINISTRATIVE INFORMATION

IV.3.1) File reference number attributed by the contracting authority:

7159

IV.3.2) Previous publication(s) concerning the same contract:

No

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document

Time limit for receipt of requests for documents or for accessing documents:
Payable documents: No

IV.3.4) Time-limit for receipt of tenders or requests to participate:

20. 5. 2015 - 14:00

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates:

8. 6. 2015

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up:

EN

IV.3.7) Minimum time frame during which the tenderer must maintain the tender:

Period in months (from date stated for receipt of tenders):

6

IV.3.8) Conditions for opening tenders:

Persons authorised to be present at the opening of tenders: No

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) THIS IS A RECURRENT PROCUREMENT:

No

VI.2) CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS:

No

VI.3) ADDITIONAL INFORMATION:

Additional Information: Additional Information: The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender. Tender documents including draft terms of reference are available in our Supplier Portal. However, only Registered Suppliers can access these documents. Details on Supplier Portal and guidance to register can be found in:
<https://www.gov.uk/government/organisations/department-for-international-development/about/procurement/>. PQQs should be sent via the DFID portal, <https://supplierportal.dfid.gov.uk/selfservice/> using the PQQ guidance available. Programme staff should not be contacted directly. Following assessment of PQQ, DFID will invite shortlisted applicants to submit full technical and commercial proposals and inform applicants not short-listed that they are unsuccessful. From 1.4.2001, all UK development assistance has been fully untied which allows suppliers from anywhere in the world to bid for DFID contracts.

VI.4) PROCEDURES FOR APPEAL

VI.4.1) Body responsible for appeal procedures:

Official Name: John McGhie

Address: Department for International Development, Abercombie House, Eaglesham Road

Town: East Kilbride

Country: UK

Postal Code: G75 8EA

Phone: +44 1355843643

Body responsible for mediation procedures:

VI.4.2) Lodging of appeals:

Precise information on deadline(s) for lodging appeals:

VI.4.3) Service from which information about the lodging of appeals may be obtained:

VI.5) DATE OF DISPATCH OF THIS NOTICE:

28. 4. 2015

This notice has already been submitted to the EU Publications Office. Please use the amendments tab to publish any required amendments.